Directions to Update Email Settings on iOS Devices

From the **Mail, Contacts, Calendars** menu, select: Add Account

4. **Select:** Exchange

5. Enter the following information:
   - **Email:** Your email address
   - **Server:** outlook.office365.com
   - **Domain:** leave blank
   - **Username:** Your email address
   - **Password:** Your network password
   - **Description:** Enter a description, i.e.; RCCSD or Work Email, etc.

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**EMAIL VIA WEB**

[http://Outlook.k12.de.us](http://Outlook.k12.de.us)

Delaware K12 Sign-in Page

Sign in with your organizational account

```
firstname.lastname@redclay.k12.de.us

**********
```

Sign in

This is the main authentication page for Delaware state-wide applications such as Office365 and Schoology. Please sign in above using your email address and password.

- You must **type your FULL email address** when you log in: i.e. **firstname.lastname@redclay.k12.de.us**